



# Candidate Information Pack

Vacancy: Vice Principal / Beacon Hill Academy



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# Welcome from the CEO

Dear Prospective Candidate,

Welcome to Dudley Academies Trust. We are delighted you are considering joining us. This recruitment pack will provide insights into our values, vision, and opportunities.

Our mission is to inspire every learner, ensuring academic success and personal growth. We seek passionate and dedicated individuals who are committed to educational excellence. Our staff are the heart of our Trust, fostering a collaborative and supportive culture.

Choosing the right organisation is important, and we support you every step of the way. Our recruitment process aims to identify talented professionals who share our vision. We offer professional development, a supportive work environment, and innovative educational practices.

Thank you for your interest in Dudley Academies Trust. We look forward to learning more about you and how you can contribute to our mission of transforming lives through education.



**Jo Higgins,**  
CEO of Dudley Academies Trust

## DID YOU KNOW?

Our CEO is an incredible English specialist who still teaches learners across our family of schools!



## Strategic Plan 2024-2027

Our strategic plan is a route map of how we are transforming education for our learners. This new plan outlines the Trust's vision and objectives for the next three years, focusing on nine strategic priorities.

When the Trust was first formed in 2017 the Trust's mission was to transform our academies. All are very different places now where our core values permeate every aspect of school life. Learners and staff have the confidence to 'Dream big' and we know that our strong, collaborative culture will guarantee that we sustain success as we navigate the next exciting phase of our journey.

← Scan the QR code or visit our website to discover more.



Our Values:

# Dreaming big

Rewarding effort  
Leading together

Respecting each other and our world  
Learning that inspires

**DID YOU KNOW?**

Our values are Trust-wide and were created by our very own Student Leaders!

**Our Mission:**

Working together we will develop inspirational schools which instil ambition and desire in young learners, open their minds, widen their horizons and equip them to succeed in a challenging world.



# Our Journey So Far

## A Unique Character

A pioneering Education Group is now established which legally binds the collaboration between Dudley Academies Trust, Dudley College of Technology and the Black Country and Marches Institute of Technology.

Through effective collaboration and joint investment, this partnership aims to improve the outcomes and opportunities for young people in the borough and beyond.



**16,300**

Learners

**1,496**

Staff

**£86m**

Budget

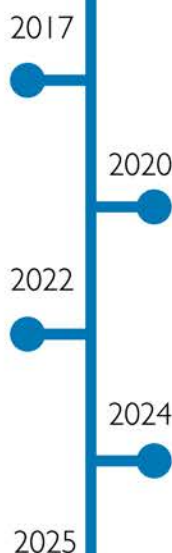
### Our four founding secondary schools



Kates Hill Primary joined



Greenfield Primary joining\*



## Our Schools

*Sustaining Success*



Blowers Green Primary joined



**Aspire**  
Opening of Alternative  
Provision & Innovation  
Exchange

## Positive Outcomes and Destinations

- All schools are at or above the national benchmark.
- 97.4-98.2% of learners met the duty to participate.
- 92% of learners progress to full-time education.
- 1.2% NEET Four Year Average.



more learners across  
the Trust

**£15m**

Investment

Estates, ICT and  
Staffing

**93%**

Under the new Ofsted framework, 93% of our individual Ofsted judgements are good or outstanding. All our schools have been judged at least good for leadership and management. In all reports, the strength of the Trust is acknowledged.





# About our Schools - Primary Phase



Blowers Green Primary was the first primary school to join the Trust in 2020, with the conversion from a community to academy school seen as a unique opportunity for both the school and the Trust to move into a new and exciting stage of development. Blowers Green is a one class intake school, with 210 learners on roll from reception to Year 6 and a 52-place nursery. The school serves a diverse community and around a third of learners are eligible for free school meals.

The school continues to be one of the highest performing and most successful schools in Dudley, having been judged as 'outstanding' by Ofsted twice in succession and most recently in 2022. Inspectors commented that "Leaders demand and deliver the very best opportunities for learners at Blowers Green. They 'Dream big' for, and on behalf of, all their learners". Results at Key Stage 1 and Key Stage 2 are significantly above national benchmarks in all subjects.

The school is oversubscribed, regularly receiving over 100 applications for its 30-place reception class. The learning environment at the school is inspirational and a unique feature is its Art Gallery and Museum, with learners acting as curators of the exhibits.



Kates Hill Primary has 400 learners on roll with an annual intake of 60 learners. The school joined Dudley Academies Trust in June 2022 and is located in an area of high economic deprivation, with over half of the learners having English as an additional language and over a third of learners eligible for free school meals.

The school was judged as 'good' by Ofsted in 2022, and results have improved steadily year on year. Since joining the Trust, a programme of investment in the development of the school's facilities and resources has commenced, including a new play area which was completed in just ten weeks to further develop the school's range of outdoor activities centred around physical activity, science and the environment.





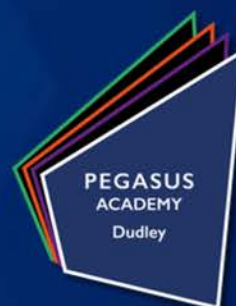
## About our Schools - Secondary Phase



Beacon Hill Academy has over 1,000 learners on roll. The academy draws learners from a large number of primary schools in a densely populated area, where a high proportion of learners is eligible for free school meals.

Beacon Hill Academy has a dedicated centre for learners on the autistic spectrum with trained staff to provide the extra support and care that learners may require. The school was judged 'good' by Ofsted in May 2024, with inspectors commenting that "everyone goes the extra mile for their learners". The academy has seen a continuous trajectory of improvement in GCSE Progress 8 scores from 2019 onwards.

Beacon Hill Academy has been named as one of the schools for the government's School Rebuild Programme announced in December 2022. This project is expected to commence and be completed within the lifetime of this strategic plan. The project represents a once in a generation investment in the school's facilities.



Pegasus Academy is the smallest secondary academy in the Trust with just over 600 learners on roll. Over 40% of learners are eligible for free school meals and nearly 30% have English as an additional language. The school offers a caring community where meeting the needs of the most vulnerable young people is at the forefront of its pastoral care provision.

The school is now above the national benchmark for the Progress 8 measure. Attainment particularly improved in the core subjects of English, Mathematics and Science. In the school's last Ofsted inspection, in March 2023, the school was judged 'good' in Behaviour and Attitudes, Personal Development and Leadership and Management. "learners are happy, polite and respectful."

Since joining the Trust, the school has been the subject of an extensive programme of refurbishment. In September 2024, an Alternative Provision, serving all the Trust's secondary schools will open and this will be based at Pegasus Academy.







St James Academy has over 800 learners on roll and for the past three years the school has been oversubscribed. The academy has a strong inclusive ethos with over 40 different first languages spoken. Over half of St James learners are eligible for free school meals.

GCSE attainment and progress scores have improved year upon year, with several individual subjects recording Grade 5 plus achievements above the national average. In 2023, the school was the most improved school in the borough for the percentage of learners achieving a Grade 5 plus for both English and mathematics. The academy also has a strong track record of success in the arts subjects. Its most recent Ofsted inspection in June 2024 rated the school as 'good'. Inspectors commented that "St James Academy is an inclusive and welcoming school. learners are courteous and polite."

The school occupies historically significant facilities dating back to 1897, to which many modern blocks have been sensitively added. Since the creation of the Trust, extensive refurbishment works have been undertaken to ensure that facilities are maintained.



The Link Academy has over 1,000 learners on roll and now recruits to capacity. Over 40% of learners are eligible for free school meals and over 20% have Special Educational Needs. GCSE results have been improving steadily over a number of years, particularly in Mathematics and English and in 2023 the Progress 8 score placed the school as the most improved secondary school in the Dudley borough. The transformation in the performance and culture of The Link Academy was recognised by Ofsted in 2022, when they judged The Link to be a 'good' school, with inspectors commenting that "High ambitions are seen in all aspects of school life and senior leaders do not allow social disadvantage to be a barrier to success".

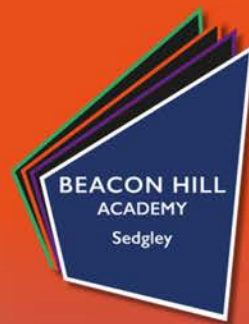
The Link Academy has benefited from a partial rebuild that created a three-floor teaching block together with a large school hall and refectory. In addition, the Trust has carried out extensive electrical, roofing and window replacement works.

The school is a Centre of Excellence for the Inclusion Quality Mark and is working towards Flagship status.





# Beacon Hill Academy



At Beacon Hill Academy, we are deeply committed to fostering both academic excellence and a supportive, collaborative environment for all staff and learners. With a focus on providing meaningful opportunities for professional growth, we ensure that every member of our Beacon Hill community thrives. Our school has made impressive progress in improving learner outcomes, while maintaining a strong culture of high morale, mutual respect, and collaboration among our staff.

We are one of the largest academies in Dudley and the highest performing school in Sedgley and Gornal, recently earning a 'good' rating from Ofsted. The report highlights several key strengths, including the statement that "leaders have created a strong culture of respect" and that "learners behave well and feel safe in school." Ofsted also praised the school's leadership, noting, "The principal provides strong and effective leadership, and there is a culture of continuous improvement across the school." Furthermore, the report reinforces the positive relationships within the school, with both staff and learners working collaboratively to create a nurturing and supportive learning environment.

At Beacon Hill Academy, we take great pride in maintaining high staff morale. Our team is united by a shared commitment to positively impact learners' lives and foster an environment where staff actively support and encourage one another. We are dedicated to the ongoing professional development of our staff, supported by our partnership with Dudley Academies Trust. This collaboration offers access to comprehensive resources, including teaching and learning, estates management, IT, safeguarding, and staff development.

Working at Beacon Hill Academy means becoming part of a vibrant community that values collaboration, continuous learning, and respect. Our exceptional staff bring a wealth of knowledge and experience, always willing to support and share with new colleagues. As one of our long-standing staff members shared, "I have been here for 12 years, and I absolutely love it here. There is a real sense of community, where everyone supports one another."

We invite you to explore the rewarding career opportunities available at Beacon Hill Academy, where your professional journey will be nurtured, celebrated, and supported every step of the way.



Mr Sukhjot Dhami, Principal





# Central Team

With over 40 members, our Central Team is dedicated to supporting our academies through specialised services and expertise. Our mission is to enable schools to focus on delivering outstanding education while we manage various operational aspects.

As a new recruit, you will have access to an array of services designed to support your professional growth and enhance our learners' educational experience. Here's an overview of what the Central Team does:

## Curriculum Development

Our team of exceptional educators work across the Trust to develop the curriculum in all subjects for both primary and secondary phases. They support staff within our academies by leading curriculum development and review, delivering training, and teaching key groups of learners.

We provide tailored solutions and flexible resources, including engaging lesson plans and technology integration, ensuring learners receive a high-quality education aligned with the latest standards.



## Administration

Our expert administrative services streamline operations, allowing you to focus on what matters most: delivering exceptional education and improving pupil outcomes.

## Attendance

Our attendance support services include effective monitoring systems and collaboration with families to ensure learners are present and thriving in their educational journey.



## Catering

Our comprehensive catering services provide over 750,000 meals per year, ensuring learners receive nutritious and delicious food under well-managed and cost-efficient operating arrangements.

## Careers

We offer award-winning careers advice and guidance, from foundational stages through to graduation. Our strategic career education programs provide access to career information and experiences linked to local labour markets.

## Compliance, Governance and Legal

Our full range of support services ensures your school meets all legal and regulatory requirements. This includes clerking, policy management, safeguarding, and GDPR advice.

## Data Analysis

Our advanced performance management systems help teachers identify student needs and implement targeted interventions. We support most MIS solutions, along with Power BI, Sisra, and other analytics tools.



# Central Team

## Estates

Our Central Estates Team provides architectural advice and project management to ensure every project is completed to the highest standards and at the best price. Our team has extensive experience, including leading DfE projects such as RAAC and School Rebuilding Projects.

## Finance and Procurement

Our expert financial services include budget setting, ESFA returns, monthly reporting, payroll, procurement, and internal audit assurance, ensuring effective oversight and control of your school's finances.

## Human Resources

Our comprehensive HR support includes policy creation, performance management, and staff wellbeing programs, providing practical solutions to meet all HR and payroll needs.

## ICT

We offer IT strategy and project management services, ensuring your school's technology infrastructure is robust, future-proof, and great value for money. The Trust operates a full in house managed service for all of its schools.

## Marketing

Our dynamic marketing and social media services include strategic planning, website management, public relations, and event coordination, ensuring your school stands out in the community.

## Safeguarding

Our comprehensive safeguarding support includes compliance assistance, staff training, curriculum development, and performance reporting, ensuring the highest standards of safeguarding.







# Aspire

## Alternative Provision

Dudley Academies Trust is proud to offer comprehensive Alternative Provision across both primary and secondary education, ensuring every learner has the opportunity to thrive.

The Trust-wide Secondary Alternative Provision Centre, located at Pegasus Academy, operates in collaboration with Dudley Metropolitan Borough Council (DMBC) and the Local Authority Pathway Learning. This dedicated centre serves the complex needs of learners and their families from all four secondary schools within the Trust.

This separate provision from the mainstream school features its own entrance, specialist facilities, and dedicated staff, ensuring that learners with complex needs receive bespoke interventions and a suitable curriculum.

This support is designed to help learners overcome challenges and achieve their highest potential. Furthermore, the Trust has established a primary Aspire Centre at Kates Hill Primary School, providing tailored interventions and support from the earliest stages of education through to secondary level.

By offering high-quality alternative education, Dudley Academies Trust strives to significantly reduce permanent exclusions and support positive outcomes for all learners. Join Dudley Academies Trust and be part of an organisation that prioritises tailor-made educational provision, ensuring all learners have the opportunity to thrive.

**Dudley**  
Metropolitan Borough Council

PATHWAY  
LEARNING  
CENTRE



[info@aspiredudley.org.uk](mailto:info@aspiredudley.org.uk)





# Innovation Exchange

In October 2024, we officially opened our pioneering Innovation Exchange Centre. This centre offers an incredible opportunity to provide learners of all ages with innovative, high-quality learning experiences, develop partnerships in various industries, and significantly enhance our leadership and staff development programmes.

## Bringing the Curriculum to Life

Through unique learner experiences, we bring the curriculum to life in an unprecedented way. You will engage in sessions utilising advanced technology such as VR headsets and robotics, immersing in interactive and dynamic educational environments. These tools not only enhance traditional learning but also introduce you to the latest advancements in educational technology. We are dedicated to incorporating leading technologies into the classroom, providing you with insights into sustainability and emphasising the impact of technological advancements.



Scan the QR code below or visit the website to see our video [www.innovationexchange.org.uk](http://www.innovationexchange.org.uk)

The Innovation Exchange Centre is dedicated to advancing educational technology skills among our teachers. It features well-designed spaces including a reception area, training rooms, and a large studio for teaching and staff development. The Centre also offers transportation support. By collaborating with industry leaders, we provide valuable career development opportunities for learners and for staff.

“

The Innovation Exchange Centre brings our curriculum to life. Watch our video to discover more!

”

Mark, Year 7

SCAN ME



In collaboration with:







# Teacher Training

Dudley Academies Trust is passionate about inspiring the next generation of teachers. Our School Centred Initial Teacher Training (SCITT) programmes are designed to support aspiring teachers every step of the way. From your first day of training to becoming a confident professional, we provide personalised, nurturing guidance to ensure you gain the skills and knowledge needed to thrive in the classroom and beyond. In just one year, you'll achieve Qualified Teacher Status (QTS) and a Postgraduate Certificate in Education (PGCE). Join us, and help shape the future of education!

## Our programmes

Our SCITT programmes provide opportunities in both primary and secondary education. Whether your interest lies in early years, primary teaching, or secondary subjects such as science or languages, we have a course tailored for you.

Primary (Age 3-7)

Primary (Age 5-11)

Secondary

Thirteen secondary subjects available.

SCAN ME



[teachdudley.org.uk](https://teachdudley.org.uk)



Nationally recognised

Expert team

Career support and wellbeing

Personalised support

Diverse training

“

Dudley Academies Trust has played a crucial role in my development as a teacher. Their tailored support and nurturing environment have helped me grow, from my initial training to becoming a confident lead teacher in the classroom and beyond.

Emily Bratt, Geography Lead

”

**Train local,  
teach local.**



[info@teachdudley.org.uk](mailto:info@teachdudley.org.uk)





# Employee Benefits

The Trust is committed to promoting a positive working environment and supporting all colleagues with a range of benefits and assistance services available to all employees.

## Pay & Conditions

- Recruitment Incentives on Key Posts
- Defined Benefit Pension Scheme or Teachers Pension Scheme
- Incremental Salary Progression
- Adoption of national terms and conditions (STPC & NJC)
- Paid overtime for revision and extra curricular activities

## Health & Wellbeing

- Health Care Cash Plan
- Enhanced Sick Pay
- Free Flu Jabs (Under 50)
- Free Eye Tests (for VDU Users)
- Subsidised Glasses Scheme (For VDU Users)
- Employee Assistance Benefits
- Physiotherapy
- Counselling
- Weight Management
- Menopause Support
- Nursing Services
- GP Consultations
- Chronic Illness Support
- Private Medical Support
- Wellbeing Clinics

## Happy Workplaces

- Free Tea & Coffee for all employees
- Strong Behaviour Management Culture
- Strong investment in Estates & ICT

## Travel

- Cycle to Work Scheme
- Free Parking at all sites
- Mileage reimbursement
- EV Charging on site \*coming soon

## Training and Development

- Career Pathways Programme
- Robust support package for ECT's
- A range of learning and development opportunities
- Funded Adult Education
- Funded Apprenticeship programmes (up to level 7)



## Benefits

- Employee Benefits Scheme
- Employee Assistance Programme
- Employee Recognition & Reward Scheme
- Staff Laptops provided to all key roles

## Work Life Balance

- Smart Curriculum to reduce planning demands
- Sensible approach to 1265 arrangements
- Adoption, Carers, Maternity & Paternity Leave
- Flexible Working upon request
- Special Leave Scheme
- Flexible Retirement
- Generous Annual Leave Entitlement

### DID YOU KNOW?

Our family of schools finish with a half day at the end of the Summer Term.



# Employee Assistance Services



## Staff Wellbeing Clinics

In school wellbeing workshops on how to identify solutions to deal with stress or developing mindfulness techniques.

## Physiotherapy

All colleagues can have a telephone consultation with an experienced physiotherapist, who will work to develop a personalised treatment plan. You will be referred to a local clinic should their condition require additional intervention.

## Counselling & Mindfulness

Confidential, individual therapy sessions to named staff, which are delivered effectively and are available whether staff are still working or absent through illness. The reason for counselling does not need to be work related.

- One to One Therapy - Identify and implement the most appropriate support.
- Guided Relaxation Sessions - to promote relaxation.
- Relaxation Room Podcast - A popular podcast of mindfulness recordings.
- Weekly live sessions - Weekly evening group sessions, covering Mindfulness and Relaxation.





# Employee Assistance Services

## Weight Management

Free access to a 12-week weight management service for staff with a BMI above 30. Slimming World will provide a “readiness to change” interview with one of their consultants to make sure the programme is appropriate for changing your lifestyle.

## Nurse Support Services

NMC registered nurses who are on hand to offer support whenever staff have a health concern. Our partner’s nursing team can signpost relevant wellbeing services assist staff with queries relating to health and wellbeing and run health screens or wellbeing workshops in your school. We welcome calls to offer extra care when needed, with no query too big or small, offering peace of mind with effective pastoral care.

## Menopause Support

Access to qualified nurses who are trained to provide support for menopause queries. Staff are provided with information following National Clinical Guidelines around symptoms associated with the menopause and treatment options available.

## Whole School & Leadership Support

Providing a range of wellbeing services that not only help school leaders develop and support their whole school community, but also provide professional development programmes specifically aimed at school and wellbeing leads.



## GP Phone & Video Consultations

Our service comes with a full Clinical Triage from a qualified nurse and the ability to speak to a qualified GP and order prescriptions straight to your door. Consultation length times are unlimited and there is no limit to the number of times the service can be used.



## Cancer & Chronic Illness Support

Our in-house nurse team can offer support to staff if they have received a diagnosis of cancer or a chronic long-term condition. This can be a vital line of emotional support during a very difficult and confusing time. Additional complementary therapies can also be made available to assist with the physical or psychological symptoms which can accompany such a diagnosis.

## Private Medical Operations

Private surgery can be offered in certain circumstances to support staff to prevent or reduce staff absence.

## Financial Wellbeing

Access to a comprehensive Financial Wellbeing online portal covering a wide range of topics including personal finance, investments, savings and mortgages.





# Employee Wellbeing Charter

Dudley Academies Trust is fully committed to placing emotional health and wellbeing at the heart of our decision-making. We will support employees to make positive choices for their own wellbeing and encourage an open and understanding culture across and between all roles in the Trust. Specifically, we commit to develop a long-term strategy for improving employee wellbeing and we will:



Prioritise employee mental health.



Support colleagues to take responsibility for own and others' wellbeing.



Provide managers with tools and resources to support wellbeing.



Establish a clear communications policy.



Give employees a voice in decision making.



Drive down unnecessary workload.



Champion flexibility in working where appropriate.



Create a good behaviour culture.



Support employees to progress their careers.



Support senior leaders' wellbeing and mental health sub strategy.



Hold ourselves accountable by measuring wellbeing.



Department  
for Education



**Anna Freud**  
National Centre for  
Children and Families

*Supported by resources from:*





# SMART Curriculum

## Overview

Dudley Academies Trust takes pride in fostering an environment of excellence and collaboration across all its schools. Central to this mission is the Trust-wide SMART Curriculum, drafted by Trust-wide Directors, Trust Curriculum Leads, and Curriculum Team Leaders. The SMART curriculum provides a foundational framework designed to streamline planning and enhance the teaching experience.

## Objectives

The SMART Curriculum aims to:

- Reduce workload for educators by providing comprehensive resources and standardised approaches to teaching.
- Ensure consistency in delivering high-quality education across all subjects within the Trust.
- Facilitate Trust-wide collaboration, allowing departments to align their teaching methods and share best practices.
- Promote continuous improvement and innovation in educational strategies.

## Benefits

- **Workload Reduction:** Saves teachers' time, allowing them to focus on delivering lessons that meet learners' needs.
- **Standardised Approach:** Ensures consistency in education across all Trust academies.
- **Collaborative Environment:** Encourages departments to share resources and support each other.
- **Alignment and Coherence:** Creates an integrated educational experience for learners.
- **Professional Development:** Provides opportunities for educators to improve their skills.
- **Enhanced Learner Outcomes:** Aims to improve learner success through high-quality teaching.

In conclusion, Dudley Academies Trust's SMART Curriculum offers numerous advantages, including reduced workload, collaboration, alignment, professional growth, and improved learner outcomes. Candidates joining the Trust will be part of a dynamic and supportive environment focused on educational excellence.



*Collaborate. Standardise. Excel!*



# Values Driven Expectations Behaviour Model

At Dudley Academies Trust, our approach to education is guided by a set of core values that drive everything we do. These values are not only integral to our teaching practices but also to the behavior and attitudes we expect from our learners. We believe that by working in partnership with parents and carers, we can create an environment where all learners feel confident and enthusiastic about their education.

Our secondary academies Values Driven Expectations (VDE) are centered around rewarding positive behavior and achievements. We love to celebrate success, and our rewards system is designed to recognise effort, attendance, kindness, and contributions to school life, as per our Trust values.

Learners can be rewarded in various ways, including on-the-spot recognition, weekly and half-termly events, and larger Trust celebrations.

The planner is central to our system, and each learner is expected to have their planner open on their desk during every lesson. Teachers reward learners for excellent effort, engagement, and commitment to learning by stamping merits directly into the learner's planner and recording these electronically.

By fostering these values, Dudley Academies Trust aims to ensure that all learners achieve their best and feel supported and motivated throughout their educational journey.

Our Values:  
**Dreaming big**  
Rewarding effort  
**Leading together**  
Respecting each other and our world  
Learning that inspires





## Testimonials - Associate Staff



Callum Corrigan,  
IT Technical  
Operations Manager

*"I have been part of Dudley Academies Trust in one way or another for over a decade, first as a student, then as an employee. Throughout my journey, the Trust has been incredibly accommodating, always supporting my academic commitments and providing me with opportunities to apply and expand my IT and professional skills. This has allowed me to support the Trust in making a meaningful impact across all of our academies, helping to drive progress and enhance IT operations. The support I've received has enabled me to build a career while contributing to the work of the Trust in a way that benefits both staff and learners alike. Seeing the positive impact of my work within the organisation has been particularly rewarding. I am proud to be part of a team that trusts and encourages its employees, providing opportunities to take on new challenges and make a difference."*

*"I have worked as a Business Manager for Dudley Academies Trust since 2017 when my school joined the Trust. I currently work across two of the four secondary schools within the Trust. Over the years I have had the privilege of recruiting staff to various roles, many of those staff are still working within the Trust and have progressed in their careers. This is testament to having an employer that genuinely cares and support staff to achieve their personal goals. I have found the environment to be supportive, Dudley Academies Trust is an employer that cares about staff wellbeing by providing employee assistance benefits for all staff to access. I am empowered to carry out my role as Business Manager but have the support at Trust level to assist whenever I need the additional help or advice."*



Maxine Young,  
Business Manager



Jenny Reason,  
Learning Manager

*"Since joining Dudley Academies Trust, I've been given so many opportunities to grow and excel—particularly in developing my safeguarding knowledge. I've felt incredibly supported by the Senior Leadership Team at my school. The support network around me is strong and encouraging, and it's made a huge difference to both my professional and personal development. I've also had the chance to complete an NPQ in Behaviour Leadership and Culture, which has deepened my understanding and given me valuable tools to enhance the work I do every day. It's truly rewarding to be part of a trust that invests so much in its people."*



## Testimonials - Teaching Staff



Amman Ahmed,  
History Teacher

*"As an Early Career Teacher (ECT), I have received immense support from the school, which has been crucial in helping me navigate the challenges of my first years in teaching. The school's structured induction programme has ensured that I feel confident and well-prepared, while also providing opportunities for reflection and professional development. Regular check-ins from senior staff and collaborative planning sessions with colleagues have further strengthened my teaching experience, making me feel valued and supported throughout my journey so far. My favourite part of teaching has been becoming a form tutor, as it gives me the unique opportunity to build meaningful relationships with learners and witness their growth over time. Being a consistent presence in their school life means I get to see their progress first hand, both as individuals and as part of a community, which is incredibly rewarding."*

*"If you're looking for a place that invests in your future and helps you become the best teacher you can be, Dudley Academies Trust is the place to help you achieve this. I am incredibly grateful for the professional development opportunities I've been given whilst working here - from taking on leadership roles to networking with specialist practitioners to completing an NPQ in leading teaching – the Trust genuinely invests in its employees. The support and encouragement I have received has been fantastic, I feel truly valued as an employee. It is a pleasure working in a Trust where all leaders are approachable and genuinely care about their team. Working for Dudley Academies Trust is rewarding, supportive and full of opportunities to grow. If you want to be part of a team that is committed to making a real difference to children's lives, this is the place to be."*



Rebecca Hall,  
Key Stage 1 Phase Leader



Jenna Markham,  
Lead Director of English

*"I began working for Pegasus Academy (previously Holly Hall School) in 2016 and very soon the school joined Dudley Academies Trust. Since then, I have been part of the Trust in a variety of different roles. I have progressed from Curriculum Team Leader in English to Outstanding Practitioner and now to Lead Director of English. For me, Dudley Academies Trust embodies everything that is important in both education and the local area. I love working with such a vibrant and diverse group of young people across all of our Academies. Our learners are at the heart of everything the Trust does; our core values underpin everything we do removing all barriers to success. We dream big with them providing them with so many different academic and enrichment opportunities. The Trust supports me in my role to enact learning that inspires; we take learners to the theatre, buy books for them, have wonderful libraries and so much more. Professionally, I have developed so much. As well as gaining my NPQSL and formal CPD, I learn something new all the time from our body of staff. It is a real pleasure working with and learning from so many different professionals."*



# The Application Process

## Step 1: Application

- All applications must be submitted via the Trust's online recruitment portal by the stated closing date.
- Please ensure that your application form is fully completed, with particular attention given to your supporting statement—this should clearly outline how your skills, experience, and values align with the role and person specification.
- All previous dates of employment should be included for at least the last 3-5 years where applicable. You should include details of any gaps in your employment history.
- CVs will not be accepted in place of a completed application form.

## Step 3: Interview Process

- Shortlisted candidates will be invited to attend an in-person interview at a the Trust offices.
- As part of the interview, candidates will be asked to deliver a short presentation task relevant to the role. Full details and guidance will be provided in advance.
- The interview will include a panel meeting with selected senior leaders and relevant stakeholders.
- You may also have the opportunity to meet key team members and visit some of our school sites, depending on the stage and nature of the process.

*Any queries regarding the application process, please contact [HR@dudleyacademiestrust.org.uk](mailto:HR@dudleyacademiestrust.org.uk)*

*Thank you for your interest in joining Dudley Academies Trust. We are committed to conducting a fair, transparent, and timely recruitment process. Below is an outline of what you can expect as you progress through our selection process.*

## Step 2: Shortlisting

- Shortlisting will take place promptly after the application deadline.
- Candidates will be assessed against the criteria outlined in the person specification.
- All successful applicants will be notified of the outcome as soon as possible following the shortlisting process.

## Step 4: Offer and Pre-Employment

The preferred candidate will receive a conditional offer of employment, subject to the successful completion of safer recruitment checks, including:

- Enhanced DBS check with barred list clearance.
- Verification of identity, right to work in the UK, and qualifications.
- Satisfactory references covering the last 5 years (including your most recent employer).
- Prohibition from teaching and Section 128 checks (where applicable).

A start date will be agreed following the successful completion of these checks.



# Job Description

Job title: Vice Principal: Teaching and Learning

Responsible to: Principal

Scale: L20 – L24

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## **Job purpose:**

The Senior Leadership Team (SLT) will work in partnership and share the following leadership and management responsibilities:

- To actively communicate the DAT's vision embodied in the core values.
- To actively contribute to the effective implementation of Values Driven Expectations.
- To actively promote the school's vision, ethos and values internally and externally.
- Raise aspiration, embed ambition and drive improvement by ensuring the highest quality provision and outcomes for all groups of learners.
- Maintain the highest possible personal and professional standards, leading by example at all times.
- Contribute to the setting of school and DAT targets and implementation of the school/DAT improvement plan.
- Promote devolved leadership, good relationships and communication between all members of the school and wider community, attending and leading relevant DAT, school and community meetings.
- Work in collaboration with the Governing Body.
- Implement consistently, effectively and fairly, all policies and procedures generally and specifically in relation to equal opportunities, inclusion and safeguarding.
- Play a full and active part in leading and supporting wider school functions including extended learning provision, school duties, and responsibility for school functions outside term time.



# Job Description

## **Duties and responsibilities**

In addition to the shared function of all Senior Leaders at the school and the DAT, Vice Principals will be expected to:

- Deputise in the absence of the Principal.
- Attend Governing Body meetings.
- Directly support the Principal in setting the strategic direction for the school and the strategic leadership team.
- Be Safer Recruitment (or equivalent) qualified.
- Collaborate with Unions as appropriate

## **Specific Duties and Responsibilities**

Effective implementation of Teaching and Learning

Lead the implementation and further development of 'Every Lesson Expectations.

- Work with members of SLT and middle leaders to undertake regular QA and to address and areas requiring improvement.
- Contribute to the development and implementation of the Trust wide CPD programme and evaluate its impact.
- Oversee the effective implementation of PIXL strategies attending PIXL main conferences.
- Oversee whole school literacy and numeracy.
- Develop strategies that fully support a 'growth mindset' culture.
- Work with the Trust central team to ensure the ICT strategy fully supports teaching and learning.
- Maintain an understanding of key developments in teaching and learning at local, regional and national levels.
- Ensure all relevant policies are fit for purpose and implemented effectively (Assessment for Learning; Home Learning, SEND).



# Job Description

## **Highly effective SEND provision**

- Work with the SENCo to develop a strategy that fully identifies and meets the needs of all SEND learners in all year groups.
- Work with the VP (raising Achievement) to ensure that teachers effectively use prior attainment data to plan, teach and assess SEND learners focussing on differentiation and challenge.
- Work with the inclusion team to ensure that persistent absence is below national average and that parents are fully engaged in supporting their child.
- Ensure that all key documentation is up to date and available of the school website.

## **Use systems to maintain an up to date record of the quality of teaching**

- Use the Trust's QA tool to ensure all teachers are able to deliver all aspects of the 'Plan/Teach/Assess model to a routinely good standard.
- Work with CALs to ensure they are able to undertake effective QA.
- Work with other members of SLT to regularly 'health check' subject areas.

## **Staff Development**

- Lead the induction of all new teaching staff.
- Oversee the development of ITTs, NQTs and RQTs.
- Work with the Operations Manager to implement a range of wellbeing strategies for all staff.
- Work with other members of SLT to ensure that middle leader meetings are highly effective and support the development of best practice in teaching and learning throughout the Trust.



# Job Description

## **Learner Voice**

- Work with the AP for Ethos and Standards to establish a learner voice group for teaching and learning.
- Meet with them regularly to understand learners' views and act on their recommendations
- Undertake regular learner satisfaction surveys which are reported to governors

## **Develop a coaching culture**

- Work with the Trust's central team of OPs and other VPs to develop a coaching culture.
- Lead CPD required for this.
- Ensure middle leaders are equipped with the skills to coach their teams.
- Undertake regular QA to ensure the quality of coaching is at least good.
- Maintain an evidence base to show that coaching becomes a routine part of teachers' activities.

## **General information**

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and learners to follow this example.
- To promote actively the school's policies generally and specifically including those in relation to child protection and safeguarding.
- To actively promote and undertake personal professional development and the professional development of colleagues.
- To ensure compliance with the school's Health and Safety Policy and undertake the risk assessments as necessary.
- To ensure compliance with the school's procedures concerning safeguarding.
- To actively participate in the appraisal process.



# Job Description

## **Standard for all jobs**

- To perform services not only for Dudley Academies Trust but also for any subsidiary as required.
- To take a proactive role in the identification of personal and group training and developmental needs which support Trust's objectives and to actively participate in the fulfilment of identified training and development needs.
- To contribute to promotional activities both inside and outside the Trust and to assist in the production of promotional and publicity materials as required.
- To operate at all times within both the spirit and the practice of the Trust Equal Opportunities policies.
- To be aware of and work with due regard to safety and safe practice. To meet statutory requirements and to report any hazards/unsafe practices or incidents as appropriate.
- To represent the Trust in the best light at all times.
- To maintain such records and undertake administrative duties as may be determined by the college.
- To carry out any other duties in connection with the appointment which may be reasonably determined from time to time by the Chief Executive or line manager.

This job description is intended to provide a guide to the general duties and responsibilities of the specified post and to set in context the framework within which the post holder will operate. It should not be regarded as a legal document nor a set of conditions of service.

The job description sets out the main duties of the post at the time it was drawn up. Such duties may vary from time to time without changing the general character of the post. Such variations are common occurrences and cannot of themselves justify a reconsideration of the grading of the post.

This job description will be reviewed regularly and may be varied in the light of the business needs of the Trust.

Prepared by: Jo Higgins, Chief Executive

Date: October 2025





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